

PART IV – REPRESENTATIONS AND INSTRUCTIONS

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SECTION M - EVALUATION FACTORS FOR AWARD

M.01 PROPOSAL EVALUATION – GENERAL

- (a) This acquisition will be conducted pursuant to the policies and procedures in FAR Part 15, and DEAR Part 915. DOE has established a Source Evaluation Board (SEB) to evaluate the proposals submitted for this acquisition. Proposals will be evaluated by the SEB members in accordance with the procedures contained in FAR Part 15, DEAR Part 915, and the Evaluation Factors hereinafter described. The Source Selection Official (SSO) will select an Offeror for contract award using the best value analysis described in this section.
- (b) The instructions set forth in Section L are designed to provide guidance to the Offeror concerning the documentation that must be provided in the Offeror's proposal. The Offeror must furnish adequate and specific information in its proposal response. Cursory proposal responses that merely repeat or reformulate the Performance Work Statement are not acceptable. Further, a proposal will be eliminated from consideration before the evaluation if the proposal is so grossly and obviously deficient as to be totally unacceptable on its face. For example, a proposal will be deemed unacceptable if it does not address itself to the essential requirements of the RFP, or if it clearly demonstrates that the Offeror does not understand the requirements of the RFP. In the event a proposal is rejected, a notice will be sent to the Offeror stating the reason(s) that the proposal will not be considered for further evaluation under this solicitation.
- (c) The Government intends to evaluate proposals and award a contract without discussions or exchanges with Offerors (except clarifications as described in FAR 15.306(a)). If a competitive range is established pursuant to FAR 15.306(c), Offerors are hereby advised that only the most highly rated proposals deemed to have a reasonable chance for award of a contract may be included in the competitive range. Offerors that are not included in the competitive range will be promptly notified. Therefore, the Offeror's proposal shall contain the Offeror's best terms from a cost or price and technical standpoint. The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary.
- (d) Prior to award, a determination will be made regarding whether any potential Organizational Conflicts of Interest (OCI) exist with respect to the apparent successful Offeror. In making this determination, the Contracting Officer (CO) will consider the representation required by Section K of this solicitation. An award will be made if there is no OCI or if any potential OCI can be appropriately avoided, neutralized, or mitigated.
- (e) Any exceptions or deviations by the Offeror to the terms and conditions stated in this solicitation for inclusion in the resulting contract may make the offer unacceptable for award without discussions. If an Offeror proposes exceptions to the terms and conditions of the contract, the Government may make an award without discussions to another Offeror that did not take exception to the terms and conditions of the contract.

M.02 BASIS FOR AWARD

- (a) DOE intends to award one contract to the responsible Offeror whose proposal is responsive to the solicitation and determined to be the best value to the Government. Selection will be achieved through a process of evaluating the strengths and weaknesses of each Offeror's proposal against the evaluation criteria described below in Section M.3.

In determining best value to the government, the Technical Evaluation Criteria are significantly more important, when combined, than the evaluated price. The Government is more concerned with obtaining a superior technical proposal than making an award at the lowest evaluated price. Thus, the closer or more similar in merit that the Offerors' technical proposals are evaluated to be, the more likely the evaluated price may be the determining factor in selection for award. However, the Government will not make an award at a price premium it considers disproportionate to the benefits associated with the evaluated superiority of one technical proposal over another. Evaluated price will not be adjectively rated. In determining the best value, the Government will assess whether the strengths and weaknesses between or among competing technical proposals indicate a superiority from the standpoint of:

- (1) What the difference might mean in terms of anticipated performance; and
 - (2) What the evaluated price to the Government would be to take advantage of the difference.
- (b) It is DOE's intent to award the contract to the Offeror whose proposal represents the best value to the Government.

M.03 OVERALL RELATIVE IMPORTANCE OF TECHNICAL EVALUATION CRITERIA

Proposals will be evaluated on the technical evaluation criteria below:

1. Past Performance
2. Management Approach
3. Key Personnel and Organizational Structure
4. Relevant Experience

Criterion 1 is more important than Criterion 2, 3, and 4. Criterion 2 and 3 are equal in importance and are more important than Criterion 4. Areas within an evaluation criterion are not sub-criteria and will not be individually rated, but will be considered in the overall evaluation for that particular evaluation criterion.

M.04 TECHNICAL EVALUATION CRITERIA

Criterion 1: Past Performance

DOE will evaluate the past performance of the Offeror, including any entity comprising the teaming arrangement thereof as defined by FAR 9.601, and each major subcontractor for contracts, task orders, or projects currently on-going or completed within the last five (5) years and that encompass work similar in size and scope, including complexity, to the PWS. In the case of a newly formed joint venture, LLC, or other teaming arrangement, DOE will evaluate the past performance of each member that comprises the newly formed entity.

- **Size** is defined as dollar value and duration
- **Scope** is defined as the type of work including complexity (e.g. performance challenges such as performing in a firm-fixed-price environment, interfacing multiple site contractors, supporting RCRA compliance, etc)

DOE will consider past performance information submitted by the Offeror on the Attachment L-3, Past Performance & Relevant Experience Reference Information Form, information submitted by the Offeror's references on Attachment L-4, Past Performance Questionnaire (where applicable for all subcontracts and non-DOE Office of Environmental Management prime contracts and where a PPIRS record is not available), and any other information obtained through the available Federal Government electronic databases (e.g. PPIRS), readily available Government records, and sources other than those identified by the Contractor. Contract references, including those identified by the Offeror on Attachment L-3 and Attachment L-4 and those not identified by the Offeror, but listed in E-government databases, may be contacted for information to be used in past performance evaluation.

The higher the degree of relevance of the work described to the PWS, the greater the consideration that may be given. Additionally, more recent relevant past performance information may also be given greater consideration. Any work performed for DOE's Office of Environmental Management will be considered at least Somewhat Relevant. In the case of an Offeror without a record of relevant past performance, or for whom information on relevant past performance is not available, the Offeror will be evaluated neither favorably nor unfavorably.

Criterion 2: Management Approach

DOE will evaluate the Offeror's management approach to performing the requirements of the PWS. DOE will evaluate the Offeror's management approach to the potential variability in workload such as anticipated staffing levels and responses to potential changing government priorities, budget fluctuations, and new programmatic initiatives. DOE will evaluate the demonstrated ability of the Offeror's staffing plan to obtain, retain, and maintain the breadth and depth of qualified staff, and the effectiveness of the proposed skill mix and labor hours necessary to perform the required services described in the PWS.

DOE will evaluate the Offeror's management approach to conducting a safe, orderly transition that minimizes impacts on continuity of operations; identifies key issues that may arise during transition and resolutions; overcomes barriers; and discusses planned interactions with DOE, the incumbent Contractor, incumbent employees, and other site Contractors. DOE will evaluate the feasibility of the Offeror's approach to transition based on the proposed implementation schedule, identified milestones, and measurable commitments.

Criterion 3: Key Personnel and Organizational Structure

DOE will evaluate the Offeror's proposed Project Manager and QA Audit and Surveillance Manager based on the minimum qualifications listed in Attachment J-3. DOE will evaluate the Offeror's rationale for the selection of the proposed Project Manager and QA Audit and Surveillance Manager relative to the management and execution of the PWS. DOE will also evaluate the written resumes for the proposed Project Manager and QA Audit and Surveillance Manager to determine the suitability of the individuals to their proposed positions based on leadership; demonstrated relevant experience in performing work similar to that described in the PWS; and qualifications (e.g. education, certifications, licenses). DOE will evaluate the proposed Project Manager and QA Audit and Surveillance Manager on the number of years of progressively responsible experience in similar positions, the number of people and size of programs managed, and the capability to function effectively in the position.

Offerors are advised that DOE may contact references and previous employers to verify the accuracy of resume information and further assess the leadership, experience, and qualifications of the proposed Project Manager and Audit & Assessment Manager.

Failure to submit letters of commitment for the Project Manager and QA Audit and Surveillance Manager and failure to use the resume format identified in Attachment L-1 may result in the Offeror receiving a lower rating for this criteria.

DOE will evaluate the Offerors rationale for the chosen organizational structure, as well as its efficiency and effectiveness, including the benefits of its use of teaming arrangements (if any), as defined by FAR 9.601, to meet the government's requirements and accomplish the PWS

Criterion 4: Relevant Experience

DOE will evaluate the Offeror's relevant experience in performing work similar in size and scope, including complexity, to the PWS. DOE will evaluate the relevant experience of the Offeror, including any entity comprising the teaming arrangement thereof, as defined by FAR 9.601, and each of the Offeror's major subcontractors for the same contracts or projects referenced for past performance information on Attachment L-3, Past Performance and Relevant Experience Reference Information Form. DOE will evaluate the entity's relevant experience on each contract or project performing work similar in size and scope, including complexity, to the functions of the PWS that the entity is being proposed to perform as identified in item 12 of the Attachment L-3 including any improvements implemented in the performance of the work.

M.05 PRICE AND AWARD FEE EVALUATION CRITERION

The Offeror's price proposal will not be point scored or adjectivally rated, but will be evaluated for completeness and price reasonableness to determine whether the proposed price reflects an understanding of the RFP requirements. The price evaluation will be based upon the Offeror's "Total Proposed Contract Price" which will be calculated using the arithmetic sum of the proposed prices for the Fixed Price CLINs for Transition and Technical Support, the proposed not-to-exceed values for the Requirements CLINs for Technical Support, and the Government-provided not-to-exceed values for the Requirements CLINs for Materials in Section B.03, inclusive of the option periods.

The Government also may use any or all of the price analysis techniques and procedures described in FAR 15.404-1(b) to determine price reasonableness. An unreasonable or incomplete Price Proposal may make the proposal ineligible for award.

M.06 FAR 52.217-5 EVALUATION OF OPTIONS (JULY 1990)

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).